



Q-9

IDENTIFICATION AND DATA RETRIEVAL

1. General. The Contractor shall maintain an identification and data retrieval system for articles and materials. Identification of articles is traceable to the procurement document, fabrication process, inspection, test and operating records.
2. Part and Type Numbers. Unique part or type numbers batch, lot, heat number or other unique identification shall identify articles and materials.
3. Detailed Identification. Articles or materials, which require group or individual control because of critical application or age limitations. The following are examples of acceptable methods of identification.
 - a. Date Codes - applicable when manufactured in a continuous and controlled process or for age-limited items.
 - b. Lot numbers - applicable when produced in homogeneous groups and there is no requirement to identify an individual item.
 - c. Serial Numbers - applicable to individual items for which unique data is to be maintained. Serial numbers shall be issued and controlled in a manner to prevent duplication. Serial numbers shall consist of a minimum of three (3) digits (including zeros). Where the selection and application of detailed identification numbers is arbitrary; all such numbers shall be assigned in a consecutive manner. Serial or lot numbers of articles previously scrapped shall not be used again.
4. Standard hardware requires no tractability or identification. Examples of standard hardware include items marked as (MS, NAS, etc.). Procurement documents may require Items of standard hardware be uniquely identified for special applications.

Approved Sept 2011

Jaime Garcia

Steve Foster